



**Special Board Report
May 16, 2025**

**Notice of Special Meeting of the Board of Directors of
the Johnson County Library**

DATE: Friday, May 16, 2025

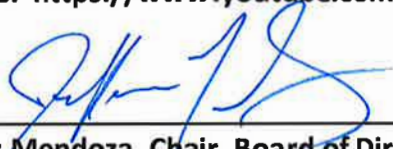
TIME: 11:00 a.m. – 11:45 a.m.

PLACE: The public can view the broadcast of the meeting on the Johnson County Library [YouTube Channel](#) for a live feed or later when the video is posted to the Library's website.

PURPOSE:

Pursuant to Johnson County Library Administrative Regulation Manual section 10-50-10, I am calling a special meeting of the Board of Directors of the Johnson County Library to be conducted in person on Zoom and on the Johnson County Library YouTube Channel from 11:00 a.m. to 11:45 a.m. on Friday, May 16, 2025. The only item of business under consideration will be to review the Fiscal Year 2026 Budget, which may result in action, depending on the direction of the Board of Directors of the Johnson County Library.

Notice of this Special Meeting of the Board of Directors of the Johnson County Library shall be given in the same manner as the notice given of regular meetings of the Board of Directors of the Johnson County Library. The links for the meeting on Johnson County Library YouTube Channel is as follows: <https://www.youtube.com/@jocolibrary>.



Jeffrey Mendoza, Chair, Board of Directors of the Johnson County Library
Date: Monday, May 12, 2025

AGENDA

JOHNSON COUNTY LIBRARY BOARD OF DIRECTORS SPECIAL MEETING, MAY 16, 2025 11:00 a.m.

The Johnson County Library Board of Directors will meet using Zoom, an online meeting tool. The public can view the broadcast of the meeting on the Johnson County Library [YouTube Channel](#). for a live feed or later when the video is posted to the Library's website.

- I. Call to Order
- II. New Business
 - a. Consideration of recommended revision to the Fiscal Year 2026 Budget.
- III. Adjournment

To: Johnson County Library Board of Directors
From: Tricia Suellentrop, County Librarian
Date: May 16, 2025
Re: Consideration of recommended revision to the Requested Fiscal Year 2026 Budget.

Issue: Consideration of recommended revision to the Requested Fiscal Year 2026 Budget.

Suggested Motion: I move that the Library Board authorizes withdraw of the 2026 budget request for 2.0 FTE and to convert the \$203,588 in funding into contractual services and allow for Library staff to explore other options within existing resources to provide for the needs met by these positions.

Background: The Library staff have internal budget processes that are conducted as part of preparing requests or changes to upcoming budgets and the 2026 recommendations were based off that work. Similarly, some of those recommendations made for 2026, once prioritized, are submitted to the Library Budget Committee and follow the Johnson County Library (JCL) Administrative Regulation 10-70-10 Library Budget Review and Approval Process. In April, the Library Board took action to approve the 2026 Library budget proposal that was created as a result of this process.

In May JCL was made aware that Johnson County was able to achieve no new County tax-funded full-time employees (FTEs) and made the library aware of the desire for alignment to also achieve no new County tax-funded FTEs. This was brought to the Library Board's attention at the May 8th Library Board Meeting and direction was given to convene a Library Budget Committee Meeting and set up a Special Library Board Meeting for the following week.

The Library Budget Committee met on May 14th and discussed the two positions that are included in the recommended 2026 Budget. The committee gained consensus around a recommendation, after considering the need for each position and the need to align with the desires of the Board of County Commissioners.

Analysis: After considering the need for each position and the need to align with the desires of the Board of County Commissioners, the recommendation from the Budget Committee was is to withdraw the 2026 budget request for 2.0 FTE and to convert the \$203,588 in funding into contractual services and allow for Library staff to explore other options within existing resources to provide for the needs met by these positions.

Funding Overview: The current recommendation should have no impact to the overall recommended FY 2026 budget as the funding is being proposed to move from compensation to contractual services.

Alternatives: 1) Keep the 2.0 FTE in the 2026 Budget request as originally presented and approved by the Library Board in April.

Recommendation: Budget Committee recommended the withdraw of the 2.0 FTE requested in the 2026 Budget and convert the funding of \$203,588 to Contractual Services to allow library staff to explore other options within existing resources to provide for the needs met by these positions.

Purchasing Review: N/A

Budget Review: The request to withdraw the 2.0 FTE and convert the funding for these positions into contractual services would essentially keep the overall recommended FY 2026 Budget total similar to what was approved by the Library Board in April.

Legal Review: